

EVENT NAME

Baker Park Summer Music Series

EVENT LOCATION

Pat Baker Park

EVENT DATES AND TIMES

Setup Date	7/9,16,23	Setup Start Time	6 pm
Event Start Date	7/9,16,23	Event End Date	same
Daily Event Start Time	7 pm	Daily Event End Time	9 pm
Dismantle Date	same	Dismantle End Time	10 pm

EVENT DESCRIPTION

(To be included on the City of Reno's Website Special Events Calendar – maximum of 275 characters)

3 family friendly music performances at Pat Baker Park.

ON SITE CONTACT

Kyle Chandler-Isacksen

ON SITE NUMBER

775-229-2933

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief. I have read, understand and agree to abide by the rules and regulations governing the proposed Special Activity or Event under the Reno Municipal Code. I understand that this application is made subject to the rules and regulations established by the City Council and/or the City Manager or the City Manager's designee. I agree to comply with all other requirements of the City, County, State, Federal Government, and any other applicable entity which may pertain to the use of the event venue and the conduct of the event. I agree to abide by all rules, regulations and permit conditions and further certify that I, on behalf of the Host Organization, am also authorized to commit that organization, and therefore agree to be financially responsible for any cost and fees that may be incurred by or on behalf of the event to the City of Reno. Such City Services may include, but are not limited to, Police, Fire, Public Works, Parks and Recreation, Business License and/or other necessary services provided by the City of Reno.

Indemnification of the City of Reno. By signing this application the applicant, and any organization the applicant represents, agrees to indemnify, defend and hold harmless the City and its officers, agents and employees (collectively "Indemnitees") from and against any claim, loss, damage, injury, death and liability of every kind, nature and description (including without limitation, incidental and consequential damages, court costs, attorneys' fees and costs of investigation) that arise directly or indirectly, in whole or in part, from or relating to any conduct of the applicant or the applicant's principals, agents, employees, subcontractors, vendors or invitees pursuant to any permit issued pursuant to this application. City does not waive, and specifically reserves, all of its statutory and common law defenses, including all protections under NRS Chapter 41.

EVENT COORDINATOR'S SIGNATURE

EVENT COORDINATOR'S NAME Kyle Chandler-Isacksen

This application alone does not authorize a Special Activity or Event. Application must be reviewed by all necessary departments prior to permit issuance. Permit must be on-site during the event and must be shown, upon demand, to any member of the City of Reno Police, Fire, Public Works, Parks and Recreation, Business License Department(s) or City Manager's Office.

TYPE OF EVENT

See FAQ for clarification of event types

- ☐ Special Activity
☒ Special Event – Parks
☐ Special Events – Street / Sidewalk Occupancy

EVENT WILL INCLUDE

(check all that apply)

- ☒ Amplified Sound/Multimedia
Attachment A Required
☐ Street/Sidewalk Occupancy
Attachment B Required
☐ Alcohol Service
Attachment C Required
☐ Vendors/Exhibitors
Attachment D Required
☐ Privileged Sales
Attachment E Required
☐ Event Set-Up
Attachment F Required
☐ Park Usage
Attachment G Required
☐ Food/Beverage Service
Contact Washoe County Environmental Health Services (775) 328-2620

HOST ORGANIZATION Be the Change Project EVENT COORDINATOR Kyle
 MAILING ADDRESS 2055 McCloud Ave CITY/STATE/ZIP Reno, NV 89512
 DAYTIME PHONE 775-348-2505 CELL PHONE _____ FAX _____
 WEBSITE _____ EMAIL ADDRESS kisacksen@gmail.com
 ONSITE CONTACT Kyle CELL PHONE _____
 PUBLIC CONTACT Kyle DAYTIME PHONE _____
 FEDERAL TAX ID _____

☐ **HOST ORGANIZATION IS NON-PROFIT**
 Proof of current non-profit status must be included with application.

ANTICIPATED ATTENDANCE: DAILY 100 TOTAL 300

☐ OPEN TO THE PUBLIC ☐ ADMISSION WILL BE CHARGED \$_____

↓ FOR CITY OF RENO OFFICE USE ONLY ↓				
Application Processing Fee* 0-49 Vendors	<input type="checkbox"/>	\$103.00		
Application Processing Fee* 50+ Vendors	<input type="checkbox"/>	\$258.00		DATE ENTERED
Temporary Vendor Business License	<input type="checkbox"/>	\$ 15.00 x		FAX TO
Temporary Alcohol Permit, 1 Booth/Day	<input type="checkbox"/>	\$ 55.00 x		<input type="checkbox"/> Fire
Temporary Alcohol Permit, Add'l Booth/Day	<input type="checkbox"/>	\$ 22.00 x		<input type="checkbox"/> Zoning
Fire Inspection	<input type="checkbox"/>	\$111.00		<input type="checkbox"/> Health
Additional Fire Permits	<input type="checkbox"/>	TBD Refer to "FD" Section		<input type="checkbox"/> Complete <input type="checkbox"/> Incomplete
City Service Fee	<input type="checkbox"/>	TBD Actual Cost of City Services		Reason Incomplete:
Late Fee	<input type="checkbox"/>	TBD Refer to Reno Municipal Code		
Application fees must be paid at the time the application is submitted and are not refundable under any circumstances				
TOTAL FEES				INITIALS
TOTAL PAID				

3. Additional Information:

Will you be using any of the following? Check all that apply:

- | | | |
|--|--|--|
| <input type="checkbox"/> Flammable or compressed gases | <input type="checkbox"/> Exit obstructions | <input type="checkbox"/> Dust or spark production |
| <input type="checkbox"/> Fire lane or hydrant obstruction | <input type="checkbox"/> Temporary electrical wiring | <input type="checkbox"/> Bleachers |
| <input type="checkbox"/> Cooking vendors | <input type="checkbox"/> Indoor vehicle display | <input type="checkbox"/> Loose seats/chairs over 200 |
| <input type="checkbox"/> Fenced area or building to be occupied by 50 or more people | | |

Separate Permit Requirements:

One or more of the following activities (\$85)

☐ **Open flame devices**

Open flame devices include decorative devices, cooking devices, and theatrical open flame performances.

☐ **Canopies in excess of 400 square feet**

Canopy – A structure, enclosure, or shelter constructed of fabric or pliable material supported by any manner except by air or the contents that it protects, and is open without sidewalls or drops on 75 percent or more of the perimeter.

☐ **Tents in excess of 200 square feet**

Tent – A structure, enclosure or shelter constructed of fabric or pliable material supported by any manner except by air or the contents that it protects.

☐ **Indoor demonstration cooking**

Pyrotechnic activity (\$225)

☐ **Pyrotechnics**

Pyrotechnic composition – A chemical mixture that produces visible light displays or sounds through a self-propagating, heat-releasing chemical reaction which is initiated by ignition.

For Additional Information Contact:

Reno Fire Department
775-334-2300
775-334-3826 FAX
RFDSpecialEvents@reno.gov

DISPOSAL AND RECYCLING PLAN

Will you be using existing, City-owned trash receptacles at your event?

☒ Yes.

Note that you will be required to empty these receptacles frequently throughout the course of your event. Plastic bags must be used to line the trash receptacles. City staff will not service the receptacles during your event, other than during activities designated as Special Event – Parks.

☐ No.

Describe refuse removal plan:

Other than during Special Event – Parks, event organizers are required to manage recycling at all Reno Special Events (Park Staff manages recycling at Special Events – Parks).

Method and types of recyclable material collection:

☐ cans

☐ plastic bottles

☐ paper materials

☐ cardboard

☐ other

Describe recycling plan if event is not taking place in a City park:

How will you promote recycling at your event?

SPECIAL EVENT & ACTIVITY PERMIT APPLICATION ATTACHMENT A

CITY OF RENO SOUND AMPLIFICATION/MULTIMEDIA PERMIT

- Amplified sound/multimedia is permitted at Special Events and Special Activities only with a Sound Amplification Permit.
- It is the policy of the City of Reno to allow amplified sound/multimedia between the hours of 8:00 a.m. and 10:00 p.m or after a park closing hour, whichever occurs first. The decibel range will be no louder than 75 decibels at the outermost boundaries of the event.
- Per Reno Municipal Code (RMC) Section 8.23.085: It shall be unlawful to use sound amplification devices or sound equipment in any parks and recreation facilities in excess of 50 decibels measured within 50 feet from the location of the sound amplification device or sound equipment, without first obtaining a permit in accordance with RMC section 8.23.075. Even with a permit, sound amplification device or sound equipment shall not exceed 75 decibels at the boundaries of the permitted area. Violation of this section is a misdemeanor.
- The City of Reno encourages event organizers to ensure that amplified sound/multimedia content is family-friendly, particularly at outdoor events held on public property.

Event Name	Baker Park Music Series	Event Date	7/9, 16, 23/15
Time Start	7 pm	Time End	9 pm
Type of Event	concerts		
Event Location	Pat Baker Park		
Type of Amplification or Multimedia	<input checked="" type="checkbox"/> Voice/Speech <input type="checkbox"/> DJ/Music/Karaoke	<input checked="" type="checkbox"/> Live Music (Band) <input type="checkbox"/> Other	

- By filing this permit I agree to take all steps reasonably necessary to resolve complaints about my use of amplified sound / multimedia and to ensure compliance with the provisions of the Ordinance.
- The applicant and this permit must be in the immediate area of the sound amplifying equipment during any testing or use.
- This permit does not grant permission to disturb the peace or violate RMC 8.12.020 or 8.23.085.
- This permit must be in the possession of the person operating the sound amplification/multimedia equipment and must be shown, upon demand, to any member of the City of Reno Police, Fire, Public Works, Parks and Recreation, Business License or City Manager's office/department.
- This permit does not authorize a Special Activity or Event.

Signature of Applicant _____

Approved by _____

SPECIAL EVENT & ACTIVITY PERMIT APPLICATION ATTACHMENT D

VENDOR AND EXHIBITOR INFORMATION

Please submit an initial vendor list with application.

A final list of vendors and exhibitors is due at least fifteen (15) days prior to the activity/event.

A vendor is any business, enterprise, trade, occupation, calling, profession, vocation, or activity engaged in, conducted or carried on by any person, his agent or employee for the purpose of direct or indirect gain, benefit or advantage within the city. This includes, but is not limited to the sale of goods, services, food and beverages or the disbursement of flyers, samples or other advertising materials.

As the Event/Activity Organizer, I understand it is my responsibility to:

- Collect and submit all State or other entity-required, taxes and fees.
- Ensure all vendors and exhibitors have a valid annual City of Reno business license, OR
- Pay for temporary licensing fees for unlicensed vendors and exhibitors.
- Ensure that all food and/or beverage vendors obtain and display special food vending permits from the Washoe County Health Department.*

**Note: Food permit applications can be obtained from the Washoe County Health Department, Environmental Services. More information on food vending permits may be obtained by calling 775.328.2620.*

Event Name Baker Park Music Series Event Date 7/9, 16, 23
Number of Vendors/Exhibitors TBD

Use the following page (and additional pages if necessary) to indicate the vendors/exhibitors participating in your activity.

- Food and beverage vendors, vendors selling merchandise and all exhibitors who will be advertising need to be listed.
- Individual non-profit vendors/exhibitors that will be present also need to be listed; however, if proof of their non-profit status is included, then temporary vendor fees will not apply.

VENDOR/EXHIBITOR LIST

A final list of vendors and exhibitors is due at least fifteen (15) days prior to the activity.

BUSINESS NAME	ITEM(S) OR TYPE OF PRODUCT	BUSINESS PHYSICAL ADDRESS	CITY OF RENO BUSINESS LICENSE #